5509534/2022/PU-B-GAD01

GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

GA(PU-B) Department – Tappal instructions – Updating masters in the 'e'-Office State and District instances – G.O.Ms.No.24 General Administration(PU-B) Department, dt:20.02.2018 – Amendment – Orders - Issued.

GENERAL ADMINISTRATION (PU-B) DEPARTMENT

G.O.Ms.No.08 Dated: 28-01-2022.

Read the following:

1. G.O.Ms.No.24 General Administration(PU-B) Department, dt:20.02.2018

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O R D E R: -

In the G.O. read above, Government have issued instructions for updating E-Office masters relating to Tappal area while creating the file in the State and District instances. The division into categories and sub-categories is not serving any useful purpose and is in fact redundant as the sub-categories are not so made as to have an intermediate category. Additionally, the category creates confusion and adds another unnecessary step.

2. In order to get over the above, it has been decided to dispense with the Sub-categories and only have the categories. While removing the categories, the titles of the sub-categories remains the unchanged as officers are used to these names. After careful examination of the matter, it has been decided to dispense with the Sub-category under Category mentioned at Sl.No.4 in the said G.O. and only the sub-category would be retained as category. The following sub-categories would now form a single-level category.

AMENDMENT

4. CATEGORY
Policy,
Resource, Financial,
Stakeholder opinion,
Head of the Department,
Key Performance Indicators,
Action Taken Report,
Schemes/Programmes,
Other matters Review,
Vigilance matters,
Legislative matters,
Court Cases,
Audit matters,
Right to Information,
Public Grievances,
Office Establishment
Office Management
Claims
Periodical Reports
Registers
E-office
Media Communication,
Budget Estimates,
Number Statements,
Supplementary Grants ,
Additional Funds,
Re-appropriation,
Quarterly Relaxation,
Surrender,
Further Continuation
Reconciliation,

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Pay and Allowances, Office Expenses, Protocol and Hospitality, Permanent Advance, Income Tax, Missing Credits, Wages, Travelling Allowance, Rents, Publications, POL, Motor Vehicles, Professional Services, Other Contractual Services, Grants-in-Aid

3. The Information Technology, Electronics & Communications department shall take necessary action for updating E-Office masters in the State & District instances accordingly.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

DR.SAMEER SHARMA
CHIEF SECRETARY TO GOVERNMENT

To
The Information Technology, Electronics and Communication Department, AP Secretariat, Velagapudi.

Copy to:
The P.S to Chief Secretary
The P.S to Principal Secretary to Govt.(Poll)(FAC)
SF/SC(1624886)

09 FEB 2022

9/2/22

//FORWARDED::BY ORDER//

O/C

SECTION OFFICER